



To Participants of Sewer Revenue
Bond Transaction

Date June 5, 1980

From Steve McConahey

Subject: Schedule of Events

The attached schedule of events represents the timetable that will be used to complete the sewer revenue bond financing.

Please note that we have confirmed our meetings with Standard & Poor's and Moody's on the morning and afternoon of June 24th. As such, those attending will plan to leave for New York ~~on the~~ afternoon of Monday, June 23rd and be available to return on the evening of the 24th. For those attending the Colorado Municipal League meeting in Snowmass, we plan to return to Denver by approximately 7:00 p.m. in order to allow continuing transportation to Snowmass or Grand Junction. Boettcher & Company will make arrangements for the New York trip.

For purposes of our rating sessions, I will send the following materials to the rating agencies no later than June 17th:

1. Draft of the Official Statement
2. Proposed Bond Resolution
3. Feasibility Study of Sewer System
4. EPA information relating to project approval, rate approval and specific grant approval letter
5. Copies of ordinances and resolutions passed to date by City, County and outlying districts
6. Audited financial statements for City and County for previous three years
7. Current and proposed (if available) fiscal budgets for City and County

I will be contacting the appropriate people to confirm the completion of these materials.

PROPOSED SCHEDULE OF EVENTS TO COMPLETE

SEWER FINANCING

<u>TASK</u>	<u>TARGET COMPLETION DATE</u>	<u>RESPONSIBILITY</u>
1. Complete all preliminary agreements	6/6	Boettcher & Company, Hahn, City/County, Staff
a) Rate ordinances		
b) District resolutions		
c) Joint operating agreements		
d) Additional items		
2. Determine preliminary size and structure of transaction	6/13	Boettcher & Company, Hahn, Staff
a) Conduct necessary meetings with EPA, state and rating agencies, etc. to determine options		
b) Structure alternate refunding, new money and possible "anticipation" position		
c) Resolve legal issues surrounding structure		
3. Complete feasibility study	6/13	HDR
4. Develop and review documents for the transaction	6/17-20	Dave Hahn, Ashby
5. Develop Official Statement	6/17	DeMuth, Kemp & Backus
6. Prepare for and attend Bond Rating Sessions	6/24	Boettcher & Company/Staff City/County Officials
7. Adopt necessary ordinances and resolutions and execute bond purchase agreement	7/8	County Commissioners/City Council
8. Close Transaction	7/29	All